

KENTUCKY DEPARTMENT OF EDUCATION
STAFF NOTE

Action/Discussion Item:

2004 Report, 2004 Exceptions, and 2006 Plan required by 702 KAR 1:115, Annual in-service training of district board members

Applicable Statute or Regulation:

KRS 160.180 (with references to KRS 156.031; KRS 156.070)

Action Question:

Should the Kentucky Board of Education:

- 1) Accept the 2004 District Board Member In-Service Training Report;
- 2) Grant an extension of time to complete the 2004 requirements to board members who did not complete the 2004 requirements; and,
- 3) Approve the 2006 In-Service Training Plan?

History/Background:

KRS 160.180 requires that school board members complete annual (calendar year) in-service training. Twelve hours are required during each of the first four years of district board service; eight hours during each of the second four years; and, four hours each year thereafter. The Kentucky School Boards Association (KSBA) collects and keeps corresponding records and under 702 KAR 1:115 is recognized as the provider of eight of the twelve hours required during each of the first four years of service. 702 KAR 1:115 requires KSBA to submit to the Kentucky Board of Education for review and approval the following:

- in-service training records on an annual basis;
- request for an extension of time for completing required in-service training hours in individual cases where warranted;
- an annual in-service training plan.

These items are attached.

Options:

- 1) Accept the 2004 Report, grant the recommended extensions of time to complete 2004 requirements; and, approve the recommended 2006 Plan.
- 2) Request additional information and/or reject any or all of the three components to this report.

Recommended Action and Rationale:

Staff recommends the Board accept the 2004 Report; grant the recommended extensions for time to complete 2004 requirements; and approve the recommended 2006 Plan. This action is merited because:

- The 2004 Report is complete and accurate and reflects in-service training offerings which comply with regulation specifications;
- The request for extensions for board members needing additional time to complete 2004 requirements are justified and are within the provisions of the statute; and,
- The recommended 2006 Plan meets and exceeds regulation specifications.

Impact on Getting to Proficiency:

Local board members must have quality training to enable them to make sound decisions that lead to proficiency.

Contact Person:

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Deputy Commissioner

Commissioner of Education

Date

April 2005

ATTACHMENT A

LOCAL SCHOOL BOARD MEMBERS
IN-SERVICE TRAINING
2004 SUMMARY REPORT

	Total	Years Service:		
		0-3	4-7	8+
Hours Completed*	12.0K	3.5 K	4.0K	4.5K
Members	884	217	272	395
Minimum Hours Required		12	8	4
Hours Above Minimum	5.1K	.9K	1.4K	2.8K
Members Above Minimum	769	174	240	355

K = 1,000

ATTACHMENT B

LOCAL SCHOOL BOARD MEMBERS 2004 KSBA TRAINING OFFERED

Theme/Topics	Attendees	Hours	Location	Date(s)
Annual Conference	715	13.5	Louisville	January
- All Students' learning achievement				
- Board member basic roles, responsibilities and law				
- School finance, planning and oversight; risk management				
- Curriculum; Technology; Special, Gifted Education				
- School safety; Student discipline				
- Exemplary (district) programs				
- Community and Student involvement				
- Superintendent selection and evaluation processes				
- Board chairperson responsibilities				
- Planning processes				
- Equity issues; student achievement gap				
- Teacher quality				
Leadership Institute	272	9	Lexington	July
School Facilities	52	6	Lexington	December
Safe Schools; Risk Management	21	10+	Louisville	October
Current Topics	323	1	12 Regions	Sept.-October Roles,
Responsibilities, Relationships	107	1.5	3 Sites	Jan, Jul, Dec
The Board Meeting	25	1.5	3 Sites	Jan, Jul, Dec
Students' Learning	69	1.5	3 Sites	Jan, Jul, Dec
Student Support Services	69	1.5	3 Sites	Jan, Jul, Dec
Finance & Budget	78	1.5	3 Sites	Jan, Jul, Dec
Beyond the Board Meeting	93	1.5	3 Sites	Jan, Jul, Dec
"How to Topics" on Request:				
- Assess Student learning progress	209			
- Lead	181			
- Develop Policy	47			
- Select / Hire Superintendent	127			
- Evaluate superintendent	50			
- Community Relations	64			
- Effective Board meetings	25			
- Chair meetings	47			
- Work with School Councils	25			
- Advancing Student Achievement to Proficiency (ASAP)	55			
- Managing Board Team Effectiveness	150			
- Superintendent Evaluation Process	15			

ATTACHMENT C

LOCAL SCHOOL BOARD MEMBERS
IN-SERVICE TRAINING
**2004 REQUIREMENTS NOT MET
SUMMARY**

<u>Years Service</u>	<u>0-3</u>	<u>4-7</u>	<u>8+</u>	<u>Total</u>
Minimum Hours Required	12	8	4	NA
Members Below Minimum	3*	0	0	3*
Hours Completed	17.0	0	0	17.0
Additional Hours Required	19.0	0	0	19.0

*All members who did not meet requirements were appointed to fill vacancies and immediately began to serve during the year.

ATTACHMENT D

LOCAL SCHOOL BOARD MEMBERS
IN-SERVICE TRAINING
2004 Requirements Not Met
Detail

School District	Name	Service Date	Total Hours Required	2004 Hours Earned	2004 Hours Still Needed
Dawson Springs	Edward Menser	9/28/2004	12.0	4.0	8.0
Graves Co.	Mark Wilson	11/18/2004	12.0	8.0	4.0
Silver Grove	Marion Davidson, Jr.	7/19/2004	12.0	5.0	7.0

Note:

On behalf of these board members, KSBA requests an extension of time be granted for them to complete requirements. These 3 members were appointed in 2004 to fill partial terms. As of March 2005, all three people have completed their 2004 requirements. The request for extensions for board members needing additional time to complete 2004 requirements are justified and allowed by the provisions of the statute.

ATTACHMENT E

LOCAL SCHOOL BOARD MEMBERS 2005 KSBA TRAINING OFFERINGS (Approved by KBE in 2004)

Theme/Topics	Credit Hours	Location	Date
Annual Conference	13.0	Louisville	January
- All Students' learning achievement			
- Board member basic roles, responsibilities and law			
- School finance, planning and oversight; risk management			
- Curriculum: Technology; Character; Special; Gifted			
- School safety; Student discipline			
- Exemplary (district) programs			
- Community and Student involvement			
- Superintendent selection and evaluation processes			
- Board chairperson responsibilities			
- Planning processes			
- Equity issues; student achievement gap			
- Educator retention; recruitment			
Leadership Conference	9	Lexington	July
School Facilities	5	Louisville	Dec.
Safe Schools; Risk Management	10+	1 Site	TBA
Current Topics	1	12 Regions	Sept.-Oct.
Winter Conference ("Basics")	6	Louisville	Dec.
"Basics" Topics (on Request):			
Roles, Responsibilities, Relationships			
The Board Meeting			
Student Learning Services			
Student Support Services			
Finance & Budget			
Beyond the Board Meeting			
"How to" Topics (on Request):			
Assess Student learning progress			
Assess Student services			
Assess operational processes			
Define learning standards			
Lead			
Develop Policy			
Select / Hire Superintendent, et al			
Evaluate superintendent, et al			
Make decisions			
Get community involved (Community Relations)			
Plan & conduct effective Board meetings			
Continually improve (process and program) effectiveness and efficiency			
Conduct student discipline hearings			
Set tax rate and develop budget plans			
Develop Facilities; Comprehensive Improvement; Technology Plans			
Chair meetings			
Create / Sustain (safe, etc.) learning environment			
Plan / Construct facilities			
Work with School Councils, other groups			
Advancing Student Achievement to Proficiency (ASAP)			
Managing Board Team Effectiveness			
Board effectiveness self-assessment; operating principles			
Board Mission & Goals			

ATTACHMENT F

LOCAL SCHOOL BOARD MEMBERS 2006 KSBA TRAINING OFFERINGS

Theme/Topics	Credit Hours	Location	Date
Annual Conference	13.0	Louisville	January
<ul style="list-style-type: none"> - All Students' learning achievement - Board member basic roles, responsibilities and law - School finance, planning and oversight; risk management - Curriculum: Technology; Character; Special; Gifted - Exemplary (district) programs - Community and Student involvement - Superintendent selection and evaluation processes - Board chairperson responsibilities - Planning processes - Equity issues; student achievement gap - Educator retention; recruitment 			
Leadership Conference	9	Lexington	July
School Facilities	5	Louisville	December
Safe Schools; Risk Management	10+	Louisville	October
Alternative School Calendars	8	TBA	September
Current Topics	1	12 Regions	Sept.-Oct.
Winter Conference ("Basics")	6	Louisville	Dec.
"Basics" Topics (on Request):			
Roles, Responsibilities			
The Board Meeting			
Student Learning and Support Services			
Finance & Budget			
Relationships, Beyond the Board Meeting			
"How to" Topics (on Request):			
Assess Students' learning progress			
Assess Student services			
Assess operational processes			
Define learning standards			
Lead			
Develop Policy			
Select / Hire Superintendent, et al			
Evaluate superintendent, et al			
Boards' Role in a Democracy			
Get community involved (Community Relations)			
Plan & conduct effective Board meetings			
Conduct student discipline hearings			
Set tax rate and develop budget plans			
Develop Facilities; Comprehensive Improvement; Technology Plans			
Chair meetings			
Create / Sustain (safe, etc.) learning environment			
Plan / Construct facilities			
Work with School Councils, other groups			
Advance Student Achievement to Proficiency (ASAP)			
Manage Board Team Effectiveness			
Board effectiveness self-assessment; operating principles			
Board Mission & Goals			